

Figure 10-42. The File Selection pop-up.

Keystroke	Action
<↑>	Highlight previous file or directory.
<↓>	Highlight next file or directory.
<Enter>	Select the highlighted item. If the highlighted item is a directory the files and sub-directories in the highlighted directory will be listed.
<F10>	<p>Choose a different drive. This is used if the file your are importing is on a drive other than the one GRITS/STAT is installed on (i.e., a floppy drive). To choose a different drive:</p> <ol style="list-style-type: none"> Press <F10>. The message box shown in Figure 10-43 will appear on your screen. <div data-bbox="610 1398 1169 1541" data-label="Image"> </div> <p>Figure 10-43. Message box that prompts for drive letter.</p> <ol style="list-style-type: none"> Type the letter of the drive that the ASCII file is on. The File pop-up list will display the files and directories on. that drive.

Table 10-3. Navigation and selection keys for the File pop-up.

Note: The default directory shown in the File pop-up menu is the \GRITS500\GRITSAGE directory. To back out to the parent directory highlight the .. entry (the first entry) and press <Enter>. In MS DOS the parent directory is always shown as .. (two dots).

1. Use the key strokes in Table 10-3 to highlight the desired SAGE ASCII file and press <Enter>. The Option prompt becomes active.
2. Press <Enter> for a pop-up list of importing options (Figure 10-44).



Figure 10-44. Pop-up list of ASCII file import options.

In most cases the 0- Import ALL measurements option is used. However, the import does support options to specifically include or exclude sample dates preceded with an asterisk (*). Figure 10-45 shows a SAGE ASCII file where one sampling event is preceded with an asterisk (*).

```
"FCID: ", "ABCLANDFILL"
"NAME: ", "ABC Landfill"

"PARAMETER: ", "Benzene "
"REP CODE: ", " "
"UNITS: ", "ppb"
"DETECTION LIMIT: ", " 5.000
"ACL: ", " 10.000
"MCL: ", " 15.000

"DATE", "DUP CODE", "MW-1 " , "MW-2
"GRADIENT: ", " " , "U", "D"
"01/01/96", " " , " "<5.0", 8.2
*, "02/01/96", " " , " " 7.5, 10.5
"03/01/96", " " , " " 22.0, 25.2
```

Figure 10-45. A SAGE ASCII file for ABC Landfill. The 02/01/96 sampling event is flagged with an asterisk (*).

Use a text editor (i.e., The MS DOS EDIT utility) to put an asterisk and comma

Use the up and down arrow keys to highlight the desired importing option and press **<Enter>**. Figure 10-46 shows the results of importing the SAGE ASCII file of Figure 10-45 with the 1- DO NOT Import measurements flagged with an asterisk (*) option.

sample date. Table 10-4 describes the columns of the Flat ASCII file. An example of a Flat ASCII file is shown in Figure 10-48

The Flat ASCII file places no restrictions on the number of parameters, wells or sampling dates. However, entries in the Flat ASCII file are case-sensitive (i.e., the import would consider mw-1 and MW-1 as two different wells. The import would also consider “As” and “AS” as two different parameters.)

<i>FCID₁</i>	<i>Well ID₁</i>	<i>“Parameter₁,”</i>	<i>Rep. Code₁</i>	<i>Sample Date₁</i>	<i>Dup Code₁</i>	<i>Obs₁</i>	<i>Units₁</i>	<i>Qualifier₁</i>	<i>EPA Method Code₁</i>
<i>FCID₂</i>	<i>Well ID₂</i>	<i>“Parameter₂,”</i>	<i>Rep. Code₂</i>	<i>Sample Date₂</i>	<i>Dup Code₂</i>	<i>Obs₂</i>	<i>Units₂</i>	<i>Qualifier₂</i>	<i>EPA Method Code₂</i>
<i>FCID₃</i>	<i>Well ID₃</i>	<i>“Parameter₃,”</i>	<i>Rep. Code₃</i>	<i>Sample Date₃</i>	<i>Dup Code₃</i>	<i>Obs₃</i>	<i>Units₃</i>	<i>Qualifier₃</i>	<i>EPA Method Code₃</i>
...

Figure 10-47. The columns for a Flat ASCII file.

Column	Description	Maximum Width
FCID	The standard, unique RCRA facility identification code. If this is not a RCRA facility, you may use other standard codes that uniquely identify the facility.	12
Well ID	The identifier that uniquely defines the Well at the given facility.	8
Parameter	The Parameter Code from the Master Parameter List (Appendix C). <div>The Parameter Code should always be enclosed in quotes (“”).</div>	8
Rep. Code	Parameter Replicate Code	1
Sample Date	Sampling Date in MM/DD/YY format.	8
Dup Code	Sample Date Duplicate Code	1
Obs	Observation value. Nondetects are entered as ND<DL where DL is the observation detection limit.	14

Units	Units code. Valid unit codes are: ppb ppm ppth ppt mg/l mg/ml mg/kg ug/l ug/ml ng/l ng/ml pCi/l pCi/ml nCi/l nCi/ml ft m	8
Qualifier	Observation Qualifier Code	1
EPA Method Code	EPA Method Code	5

Table 10-4. Columns of the Flat ASCII file.

MANLANDFILL	,MW-01	, "BHC-A "	, , 04/25/96, ,	0.870,ug/l	,U ,8080
MANLANDFILL	,MW-01	, "BHC-B "	, , 04/25/96, ,	0.820,ug/l	,U ,8080
MANLANDFILL	,MW-01	, "BHC-C "	, , 04/25/96, ,	0.860,ug/l	,U ,8080
MANLANDFILL	,MW-01	, "BHC "	, , 04/25/96, ,	ND<0.5,ug/l	,U ,8080
MANLANDFILL	,MW-01	, "HepChl "	, , 04/25/96, ,	0.870,ug/l	,U ,8080
MANLANDFILL	,MW-01	, "Aldrin "	, , 04/25/96, ,	0.840,ug/l	,U ,8080
MANLANDFILL	,MW-01	, "HepClEpo"	, , 04/25/96, ,	0.880,ug/l	,U ,8080
MANLANDFILL	,MW-01	, "A-EndSul"	, , 04/25/96, ,	0.880,ug/l	,U ,8080
MANLANDFILL	,MW-01	, "Dieldrin"	, , 04/25/96, ,	6.700,ug/l	, ,8080
MANLANDFILL	,MW-01	, "DDE "	, , 04/25/96, ,	18.000,ug/l	, ,8080
MANLANDFILL	,MW-01	, "Endrin "	, , 04/25/96, ,	0.860,ug/l	,U ,8080
MANLANDFILL	,MW-01	, "B-EndSul"	, , 04/25/96, ,	0.870,ug/l	,U ,8080

Figure 10-48. A Flat ASCII file for a fictitious landfill.

10.7.2.1 Creating a Flat ASCII file with MS DOS EDIT

The Flat ASCII file may be easily created with the MS DOS EDIT utility. The instructions in this section assume a basic knowledge of the MS DOS EDIT utility. For further information on the MS DOS utility consult your MS DOS Manual.

1. From the MS DOS prompt start the MS DOS EDIT utility. Type:

<EDIT> <Enter>

The MS DOS EDIT utility should appear on your screen as shown in Figure 10-26.

2. Type in the contents of the Flat ASCII file. Use Figure 10-47 and Table 10-4 as a guide. Figure 10-49 shows the Flat ASCII file for the Benzene and Acetone observations from the ground water report for ABC Landfill (Figure 3-2).

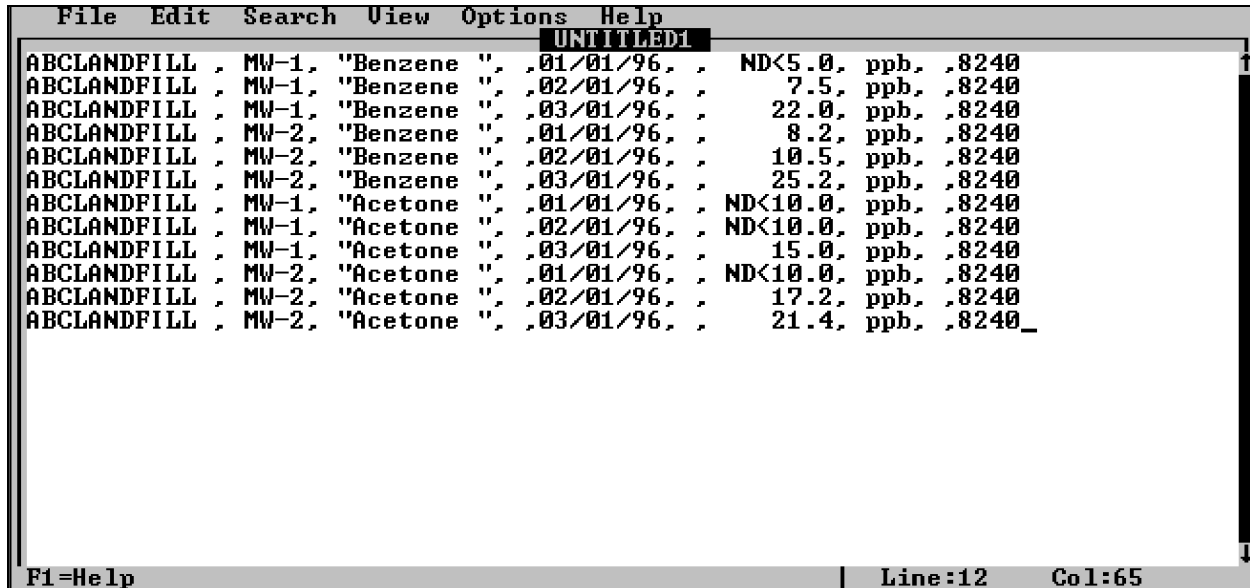



Figure 10-49. Benzene and Acetone observations from the ABC Landfill report in Figure 3-2.

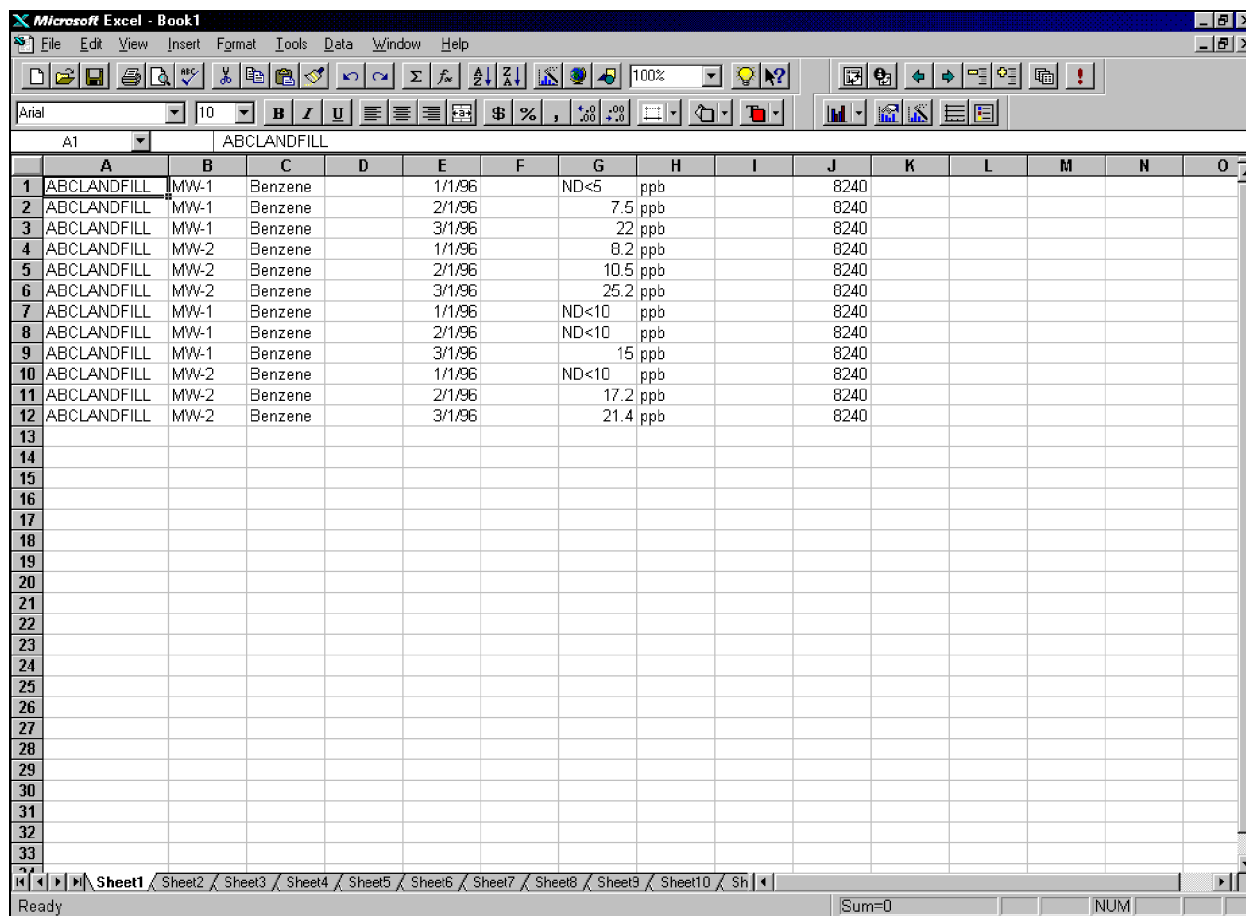
3. Hold the <Alt> key down and press <F>. The File pull-down menu should appear as shown in Figure 10-28.
4. Press <S> to execute the Save option of the File pull-down menu. The Save As dialog appears on your screen as shown in Figure 10-29.
5. Type in a legal MS DOS file name and press <Enter>. Make note of the directory that you have saved the Flat ASCII file in.
6. Hold the <Alt> key down and press <F>. The File pull-down menu will appear. Press <X> to exit the MS DOS EDIT Utility.

10.7.2.2 Creating the Flat ASCII file with Microsoft® Excel

The Flat ASCII file can be created with most off the shelf spreadsheet packages. Instructions are presented in this section are for Microsoft® Excel, however, a similar process should work in other commercial spreadsheets. The instructions below assume a basic knowledge of Microsoft® Excel. For more detailed information consult your

spreadsheet software manual.

1. Start Microsoft® Excel. Double-click the Excel icon . A blank Excel worksheet should appear on your screen as shown in Figure 10-30.
2. Type in the contents of the Flat ASCII file. Use Figure 10-47 and Table 10-4 for guidance. Figure 10-50 shows the Benzene and Acetone data from the ground water report in Figure 3-2. Note that the Parameter codes are not enclosed in quotes in the Excel spreadsheet. Excel will insert the quotes during the save.



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	ABCLANDFILL	MW-1	Benzene		1/1/96		ND<5	ppb		8240					
2	ABCLANDFILL	MW-1	Benzene		2/1/96		7.5	ppb		8240					
3	ABCLANDFILL	MW-1	Benzene		3/1/96		22	ppb		8240					
4	ABCLANDFILL	MW-2	Benzene		1/1/96		8.2	ppb		8240					
5	ABCLANDFILL	MW-2	Benzene		2/1/96		10.5	ppb		8240					
6	ABCLANDFILL	MW-2	Benzene		3/1/96		25.2	ppb		8240					
7	ABCLANDFILL	MW-1	Benzene		1/1/96		ND<10	ppb		8240					
8	ABCLANDFILL	MW-1	Benzene		2/1/96		ND<10	ppb		8240					
9	ABCLANDFILL	MW-1	Benzene		3/1/96		15	ppb		8240					
10	ABCLANDFILL	MW-2	Benzene		1/1/96		ND<10	ppb		8240					
11	ABCLANDFILL	MW-2	Benzene		2/1/96		17.2	ppb		8240					
12	ABCLANDFILL	MW-2	Benzene		3/1/96		21.4	ppb		8240					
13															
14															
15															
16															
17															
18															
19															
20															
21															
22															
23															
24															
25															
26															
27															
28															
29															
30															
31															
32															
33															

Figure 10-50. Benzene and Acetone observations from the ABC Landfill report in Figure 5-2.

3. Hold the <Alt> key down and press <F>. The File pull-down menu should appear as shown in Figure 10-32.

4. Press the <A> key. The **Save As** dialog appears on your screen as shown in Figure 10-33.
5. Choose the **CSV (Comma delimited) (*.csv)** option of the **Save as type** combo-box as shown in Figure 10-33.
6. Enter a valid MS DOS filename in the **File name** control and press <Enter>. The message box shown in Figure 10-33 appears on your screen.

Note: If possible save the CSV file to the \GRITS500\GRITSAGE directory. This will save you time and effort in looking for the file during the SAGE ASCII Import session.

7. Press <Enter> or click the OK button. Hold the <Alt> key down and press <F>. The **File** pull-down menu appears (Figure 10-32). Press <X>. A message box appears on your screen and asks if you want to save your changes. Press <Enter> or click the OK button.

10.7.2.3 Flat ASCII Import

The Flat ASCII Import option of the ASCII Import, Export Menu is used to import existing Flat ASCII files into the GRITS/STAT databases in the currently selected data directory. For information on creating Flat ASCII files see sections 10.7.2.1 and 10.7.2.2. To import an existing Flat ASCII file follow the steps below.

1. At the GRITS SAGE Data System Main Menu (Figure 10-2) use the up and down arrow keys to highlight the ASCII Import, Export... option and press <Enter>. The ASCII Import, Export Menu (Figure 10-24) appears on your screen.
2. Use the up and down arrow keys to highlight the Flat ASCII Import option and press <Enter>. The File Selection pop-up appears as shown in Figure 10-42. Table 10-3 describes the key strokes used in the File Selection pop-up for choosing a file to import.
3. Use the key strokes in Table 5-3 to highlight the desired Flat ASCII file and press <Enter>. The Option prompt becomes active.
4. Press <Enter> for a pop-up list of importing options (Figure 10-44).

In most cases the 0- Import ALL measurements option is used. However, the Flat ASCII file import supports options to specifically include or exclude individual observations preceded with an asterisk (*). Figure 10-51 shows a Flat ASCII file

where two observations are preceded with an asterisk (*).

Use a text editor (i.e., the MS DOS EDIT utility to put an asterisk (*) in front of any observations that you specifically wish to include or exclude from the import.

ABCLANDFILL	,	MW-1	,	"Benzene "	,	,01/01/96	,			ND<5.0	,	ppb	,	8240
ABCLANDFILL	,	MW-1	,	"Benzene "	,	,02/01/96	,			7.5	,	ppb	,	8240
ABCLANDFILL	,	MW-1	,	"Benzene "	,	,03/01/96	,			22.0	,	ppb	,	8240
ABCLANDFILL	,	MW-2	,	"Benzene "	,	,01/01/96	,			8.2	,	ppb	,	8240
ABCLANDFILL	,	MW-2	,	"Benzene "	,	,02/01/96	,			10.5	,	ppb	,	8240
ABCLANDFILL	,	MW-2	,	"Benzene "	,	,03/01/96	,			25.2	,	ppb	,	8240
ABCLANDFILL	,	MW-1	,	"Acetone "	,	,01/01/96	,			ND<10.0	,	ppb	,	8240
ABCLANDFILL	,	MW-1	,	"Acetone "	,	,02/01/96	,			ND<10.0	,	ppb	,	8240
ABCLANDFILL	,	MW-1	,	"Acetone "	,	,03/01/96	,			15.0	,	ppb	,	8240
ABCLANDFILL	,	MW-2	,	"Acetone "	,	,01/01/96	,			ND<10.0	,	ppb	,	8240
*ABCLANDFILL		MW-2		"Acetone "		,02/01/96				17.2		ppb		,8240
*ABCLANDFILL		MW-2		"Acetone "		,03/01/96				21.4		ppb		,8240

Figure 10-51. A Flat ASCII file for Benzene and Acetone observations from the ABC Landfill report in Figure 3-2.

The 1- DO NOT Import measurements flagged with an asterisk (*) is used if you want to skip all observations flagged with an asterisk (*).

The 2- Import ONLY measurements flagged with an asterisk (*) option is used if you only want to import observations flagged with an asterisk(*).

The 0- Import ALL measurements option ignores all asterisks and simply imports all observations.

Figure 10-52 shows the results of importing the Flat ASCII file of Figure 10-52 with the 1- DO NOT Import measurements flagged with an asterisk (*) option.

Facility:ABCLANDFILL			
		Benzene ppb	Acetone ppb
MW-1	01/01/96	ND<5.000	ND<10.000
MW-1	02/01/96	7.500	ND<10.000
MW-1	03/01/96	22.000	15.000
MW-2	01/01/96	8.200	ND<10.000
MW-2	02/01/96	10.500	
MW-2	03/01/96	25.200	

Figure 10-52. Benzene and Arsenic data viewed in the Well,Date x Parameter Spreadsheet after importing the data in Figure 10-51 with the 1-DO NOT import measurements flagged with an asterisk (*) option.

Use the up and down arrow keys to highlight the desired importing option and press <Enter>. The FLAT FILE ASCII IMPORT dialog appears on your screen (Figure 10-53).

5. The FLAT FILE ASCII IMPORT dialog allows you to verify that the Flat ASCII file is correct prior to importing.

FLAT FILE ASCII IMPORT	
Facility ID:	ABCLANDFILL
Well ID:	MW-1
Parameter:	Benzene
Rep Code:	
Sample Date:	1/1/96
Dup Code:	
Observation:	ND<5
Units:	ppb
Qualifier:	
Method Code:	8240
<div style="border: 1px solid black; padding: 5px; text-align: center;"> Does the data above look correct? No Yes Next Line Previous Line Top Cancel </div>	
Data above DOES NOT MATCH the template. Cancel Import.	

Figure 10-53. The FLAT FILE ASCII IMPORT dialog.

A missing comma in the Flat ASCII file (a common mistake) can cause the information to be mis-matched. For example ppb might show up next to

Observation:.. The FLAT FILE ASCII IMPORT dialog lets you preview how **GRITS SAGE** will interpret your Flat ASCII file prior to running the import.

Table 10-4 describes the six options available in the FLAT FILE ASCII IMPORT dialog. Use the left and right arrow keys to highlight the options.

Option	Action
No	Closes the FLAT FILE ASCII IMPORT dialog and returns to the ASCII Import, Export Menu.
Yes	<p>Proceeds with the import. Upon selection the Message Box shown in Figure 10-54 appears on your screen.</p> <div data-bbox="667 680 1136 871" data-label="Image"> <p>The image shows a small rectangular message box with a black border. Inside, the text 'START IMPORT' is in bold, followed by 'Are You Sure?' in a regular font. At the bottom, there are two buttons: 'Cancel' on the left and 'Start' on the right. The background of the message box is semi-transparent, showing a preview of ASCII data with lines like '01/0', 'ND', 'ppb', and '3240'.</p> </div> <p><i>Figure 10-54. Message Box that appears prior to importing.</i></p> <p>If the Flat ASCII file looks OK and you are ready to import, use the left and right arrow keys to highlight the Start option and press <Enter>.</p> <p>The Cancel option closes the FLAT FILE ASCII IMPORT dialog and returns to the ASCII Import, Export Menu.</p>
Next Line	Display the data from the next line in the Flat ASCII file.
Previous Line	Display the data from the previous line in the Flat ASCII file.
Top	Display the first line in the Flat ASCII file.
Cancel	Closes the FLAT ASCII FILE dialog and returns to the ASCII Import, Export Menu.

Table 10-4. The FLAT ASCII FILE dialog options.

Use the **Next Line** and **Previous Line** options to browse the Flat ASCII file. If the data appears correct select the **Yes** option to import the data.

If the Flat ASCII file does not appear to be correct use the left and right arrow keys to highlight **Cancel** and press <**Enter**>.

10.7.2.4 FLAT ASCII Export

The Flat ASCII Export option of the ASCII Import, Export Menu exports data from the **GRITS/STAT** database files in the currently selected data directory that meet the conditions of a user-specified query expression. To export data to Flat ASCII file follow the steps below.

1. At the GRITS SAGE Data System Main Menu (Figure 10-2) use the up and down arrow keys to highlight the ASCII Import, Export... option and press <Enter>. The ASCII Import, Export Menu (Figure 10-24) appears on your screen.
2. Use the up and down arrow keys to highlight the Flat ASCII Export option of the ASCII Import, Export Menu and press <Enter>. The Query Builder appears on your screen as shown in Figure 10-55.

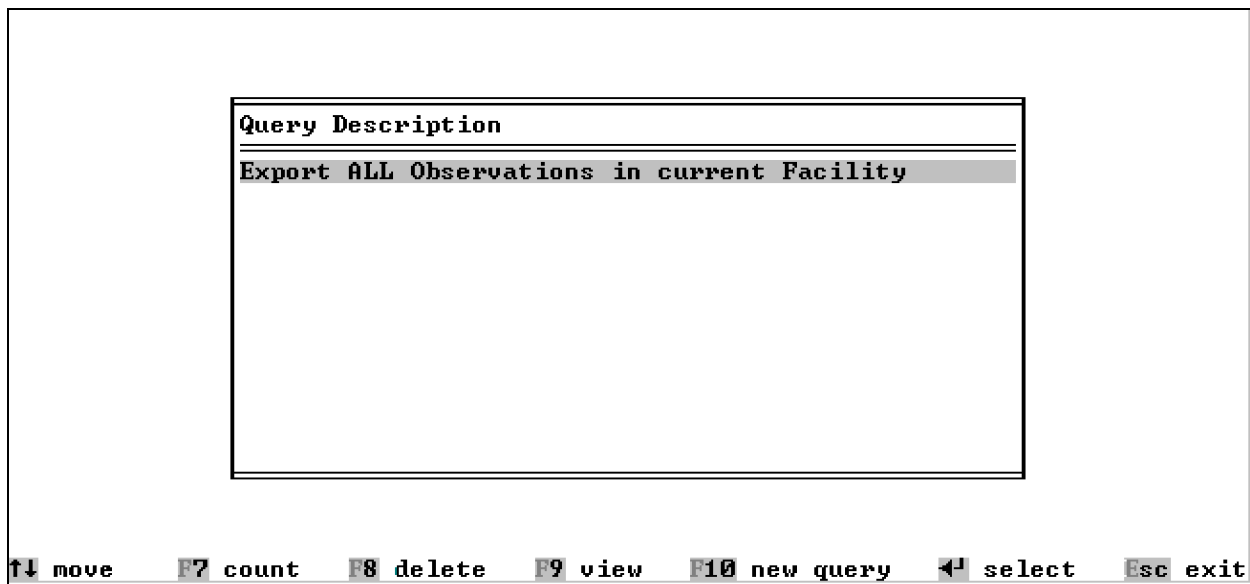


Figure 10-55. The Query Builder.

3. The Query Builder allows you to construct and execute queries. All ground water observations that match an executed query can be written to a Flat ASCII file. This is useful for sending specific ground water data to another **GRITS/STAT** user. A **GRITS/STAT** user receiving your Flat ASCII file can load your data with the Flat ASCII Import option of the ASCII Import, Export Menu. This also means you can send data out in one Flat ASCII file rather than five **GRITS/STAT** DBF files (see Section 3.1.1).

GRITS SAGE comes with one query named: Export ALL observations in current Facility. When this query is executed a list of all observations from the

currently selected facility is generated.

Building a Custom Query

The query builder allows you to construct, manage and execute custom queries. A *query* is a logical expression that evaluates to TRUE or FALSE. If a query evaluates to TRUE for a given ground water observation it is included in list which may be written to a Flat ASCII file. If a query evaluates to FALSE for a given ground water observation it is excluded from that list.

Examples of custom queries might include:

- All Benzene observations
- All observations collected between 01/01/96 and 12/31/96
- All observations with EPA Method code equal to 8240

Table 10-5 describes the key strokes available in the Query Builder.

Key	Description
<↑>	Highlight the previous query.
<↓>	Highlight the next query
<F7>	Counts the number of ground water observations that match the highlighted query. The number of ground water observations that match the currently highlighted query will appear in a pop-up message box. Press <Esc> to close the pop-up message box.
<F8>	Deletes the highlighted query.
<F9>	Views the query expression for the highlighted query. Press the <Esc> key to exit.

Executes the currently highlighted query. All ground water observations that match the selected query are listed in the **Query Results Window** (Figure 10-56).

Facility ID	Well ID	Parameter	Replicate Code	Sample Date	Duplicate Code
ADDENDUMDATA	Well 1	Ni		01/01/91	
ADDENDUMDATA	Well 1	Ni		02/01/91	
ADDENDUMDATA	Well 1	Ni		03/01/91	
ADDENDUMDATA	Well 1	Ni		04/01/91	
ADDENDUMDATA	Well 1	Ni		05/01/91	
ADDENDUMDATA	Well 2	Ni		01/01/91	
ADDENDUMDATA	Well 2	Ni		02/01/91	
ADDENDUMDATA	Well 2	Ni		03/01/91	
ADDENDUMDATA	Well 2	Ni		04/01/91	
ADDENDUMDATA	Well 2	Ni		05/01/91	
ADDENDUMDATA	Well 3	Ni		01/01/91	
ADDENDUMDATA	Well 3	Ni		02/01/91	
ADDENDUMDATA	Well 3	Ni		03/01/91	
ADDENDUMDATA	Well 3	Ni		04/01/91	
ADDENDUMDATA	Well 3	Ni		05/01/91	
ADDENDUMDATA	Well 4	Ni		01/01/91	
ADDENDUMDATA	Well 4	Ni		02/01/91	
ADDENDUMDATA	Well 4	Ni		03/01/91	
ADDENDUMDATA	Well 4	Ni		04/01/91	

Warning: Query operations may take a few minutes

Figure 10-56. The Query Results Window lists all observations in the currently selected data directory that match the query expression.

Use the up and down arrow keys to scroll through the query results. Use the left and right arrow keys the pan left and right.

To write the query results to a Flat ASCII file press **<O>**. The ASCII EXPORT dialog appears on your screen as shown in Figure 10-57.

ASCII EXPORT

ASCII File Name: [REDACTED]

Figure 10-57. The ASCII EXPORT dialog.

Type a legal MS DOS file name and press **<Enter>**. If no path is specified the Flat ASCII file will be generated in the \GRITS500\GRITSAGE directory.

Press <Esc> to return to the ASCII Import, Export Menu.

<F10>

Press <F10> to create a custom query. The Selection Criteria Editor (Figure 10-58) appears on your screen as shown in Figure 10-58.

Query Builder

Selection Criteria

ALL RECORDS

Fields

Facility ID
Well ID
Parameter
Sample Date
Units
Duplicate Code
Replicate Code
EPA Method Code
Data Qualifier

↑↓ Move Highlight Bar
← To Select An Item
Esc To End Selection

Figure 10-58. The Selection Criteria Editor.

Selecting a Field

The Fields pop-up list shows the identifying information that every ground water observation in **GRITS/STAT** is stamped with. These values may be used to construct a query expression. Use the up and down arrow keys to highlight the desired field and press <Enter>. An Operator pop-up will appear on your screen as shown in Figure 10-59.

Example:

A query is desired that will export all Arsenic observations. Use the up and down arrow keys to highlight Parameter and press <Enter>.

Fields

Facility ID

Equal to
Less than
Greater than
Less than or equal to
Greater than or equal to
Not equal to
Contains

Data Qualifier

Figure 10-59. The Operator pop-up.

Selecting an Operator

Use the up and down arrow key to highlight the desired operator and press <Enter>. A pop-up window containing the selected Field and Operator

<Esc>	Press <Esc> to exit the Query Builder and return to the ASCII Import, Export Menu.
-------	--

Table 10-5. The keystroke commands for the Query Builder used to generate Flat ASCII Files from the **GRITS/STAT** database files in the currently selected data directory.

Follow the instructions in Table 10-5 to export query results to a Flat ASCII file.

For a quick and dirty dump of all observations in the currently selected data directory:

- a. Use the up and down arrow keys to highlight the **Export ALL Observations in current Facility** and press <Enter>. The Query Results Window should appear on your screen (Figure 10-56)
- b. Press the <O> key. Type a legal MS DOS File Name in the ASCII EXPORT dialog (Figure 10-57) and press <Enter>.
- c. Press <Esc> to return to the ASCII Import, Export Menu.

10.8 CODE SUPPORT SCREENS

The Code Support Screens Menu (Figure 10-64) contains screens for editing the supporting details for Wells, Sample Dates, Parameters and Facilities. There are also options for editing information used to validate data entry fields (i.e., Well Casing Type Codes, Well Log Type Codes, etc.)

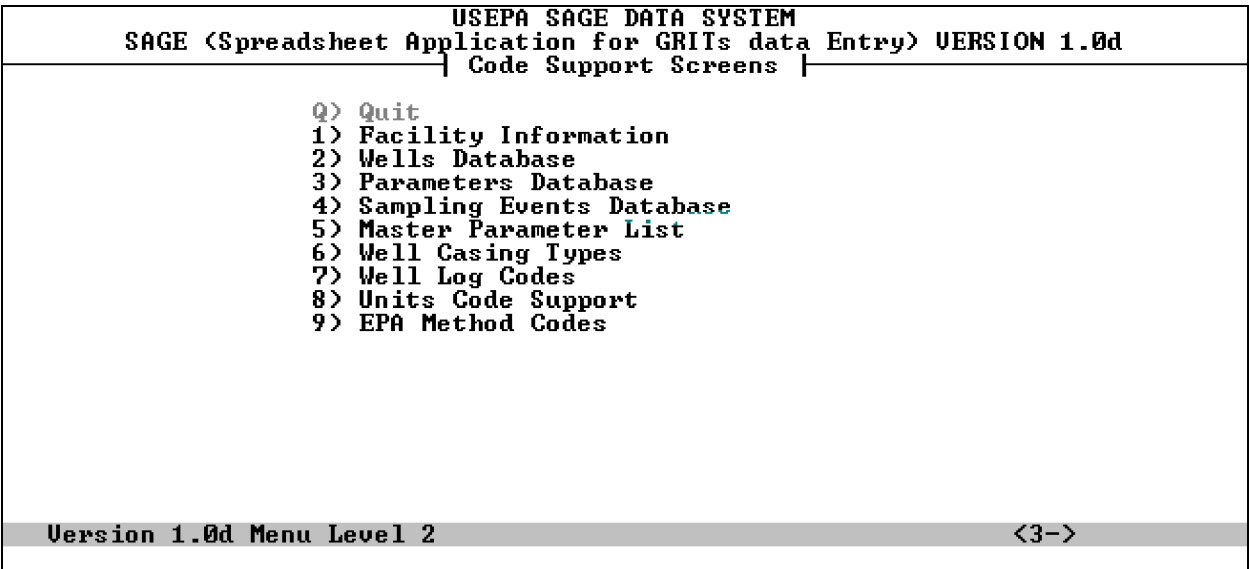


Figure 10-64. The Code Support Screens Menu.

10.8.1 CODE SUPPORT SCREENS MENU

The Code Support Screens share a common menu interface. A standard menu bar appears at the top of each code support screen (Figure 10-65).

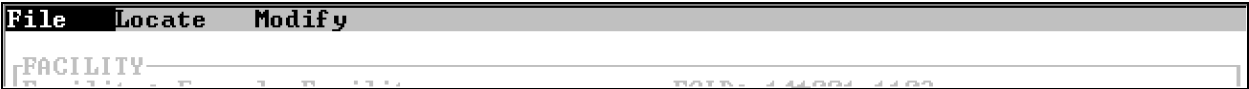


Figure 10-65. The standard menu bar at the top of each Code Support Screen.

The standard menu bar as three pull-down menus:

File pull-down menu

Locate pull-down menu

Modify pull-down menu.

The menu items for each pull-down menu are detailed in Table 10-6.

Pull-Down Menu	
----------------	--

File



Figure 10-66. The File pull-down menu.

To activate the File pull-down menu press <F> or use the left and right arrow keys and highlight File and press <Enter>. The File pull-down menu shown in Figure 10-66 appears on your screen.

File | Info

The Info option of the File pull-down menu displays the System Info dialog (Figure 10-66). Use the up and down arrow keys and highlight the Info option and press <Enter> or press <I>.

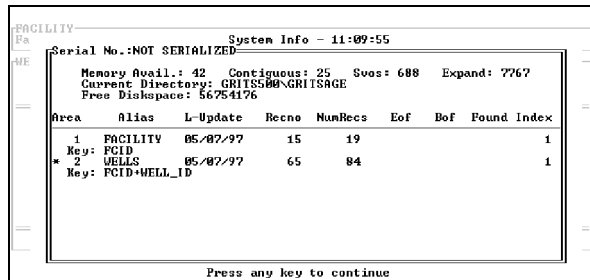


Figure 10-67. The System Info dialog for the Wells Database Code Support Screen.

The System Info dialog shows information on currently available memory and currently open database files. Press <Esc> to close the System Info dialog and return to the Code Support

File | Quit

The Quit option of the File menu closes the Code Support Screen and returns to the Code Support Screens Menu (Figure 10-64).

If the File pull-down menu (Figure 10-66) is not visible you may quit the Code Support screen by pressing <F10>.

Locate

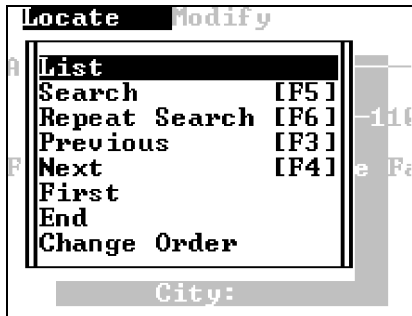


Figure 10-68. The Locate pull-down menu.

The Locate pull-down menu (Figure 10-68) is used to move between and search for records in the Code Support database files.

To open the Locate pull-down press <L> or use the left and right arrow keys to highlight the Locate option and press <Enter>.

Locate | List

The List option of the Locate menu displays all records in the Codes Support database files in a tabular browse screen (Figure 10-69).

- Press <L> to pull down the List menu.
- Use the up and down arrow keys to highlight the List option of the Locate pull-down menu and press <Enter>. The Select Listing Order dialog appears as shown in Figure 10-69.
- Use the up and down arrow key to select the order that records should be displayed in and press <Enter>. A tabular list of records in the Codes Support database will appear on your screen (Figure 10-70).

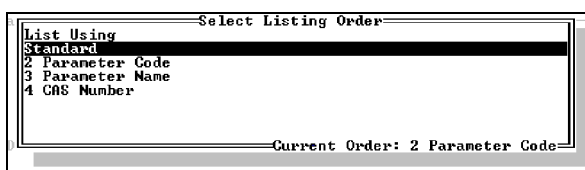


Figure 10-69. The Select Listing Order dialog from the Master Parameters List Code Support Screen. Parameters may be browsed in Code, Name or CAS Number Order.

- Use the up arrow, down arrow, <Page Up> and <Page Down> keys to highlight the desired record and press <Enter>.

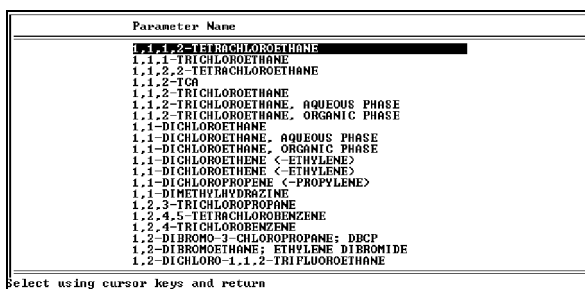


Figure 10-70. Master Parameters listed in a tabular browse screen by Parameter Name.

Locate | Search

The Search option of the Locate pull-down menu allows you to search for a specific record in the Codes Support database.

- a. Press <F5> or Press <L> to pull down the List menu and use the up and down arrow keys to highlight the Search option of the List Menu and press <Enter>. The Search Criteria dialog appears as shown in Figure 10-71.

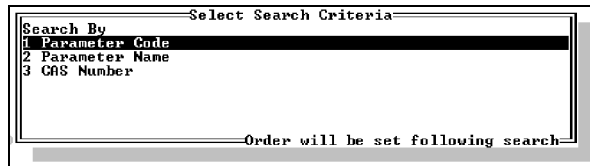


Figure 10-71. The Search Criteria dialog for the Master Parameters List Codes Support Screen.

- b. Use the up and down arrow keys to highlight the desired Search Criteria and press <Enter>. The Find dialog appears on your screen as shown in Figure 10-72.

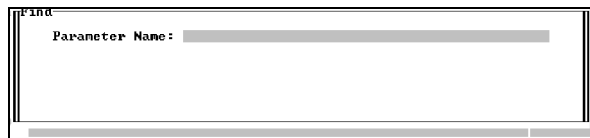


Figure 10-72. The Find dialog for the Parameter Name Search Criteria.

- c. Type the item you are searching for and press <Enter>. The first record that matches the search criteria will appear.

Locate | Repeat Search

The Repeat Search option of the Locate menu executes the Find dialog (Figure 10-72) for the last selected Search Criteria.

- a. Press <F6> or press <L> to pull down the List menu and use the up and down arrow keys to highlight the Repeat Search option of the Locate menu and press <Enter>.

Locate | Previous

The Previous option of the Locate menu goes to the previous record in the Code Support database.

To go to the previous record press <F3> or

- a. Press <L> to pull down the Locate menu.
- b. Use the up and down arrow keys to highlight the Previous option and press <Enter>.

Note that the Previous option obeys the current index order of the Code Support database.

Locate | Next

The Next option of the Locate menu goes to the next record in the Code Support database.

To go to the next record press <F4> or

- a. Press <L> to pull down the Locate menu.
- b. Use the up and down arrow keys to highlight the Next option and press <Enter>.

Note that the Next option obeys the current index order of the Code Support database.

Locate | First

The First option goes to the first record in the Code Support database in the currently selected order.

- a. Press <L> to pull down the Locate menu.
- b. Use the up and down arrow keys to highlight the First option and press <Enter>.

Locate | End

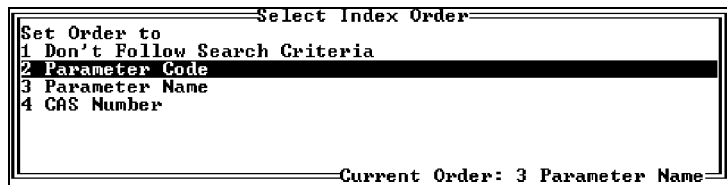
The End option goes to the last record in the Code Support database in the currently selected order.

- a. Press <L> to pull down the Locate menu.
- b. Use the up and down arrow keys to highlight the End option and press <Enter>.

Locate | Change Order

The Change Order option of the Locate menu allows you to set the order that the Code Support database will use when the Locate | Previous, Locate | Next, Locate | First and Locate | End options are executed.

- a. Press <L> to pull down the List menu and use the up and down arrow keys to highlight the Change Order option and press <Enter>. The Select Index Order dialog appears as shown in Figure 10-73.



Set Order to

- 1 Don't Follow Search Criteria
- 2 Parameter Code
- 3 Parameter Name
- 4 CAS Number

Current Order: 3 Parameter Name

Figure 10-73. The Select Index Order dialog for the Master Parameters List Codes Support Screen.

- b. Use the up and down arrow keys to highlight the order that the Locate | Next and Locate | Previous should follow and press <Enter>. Note if the Don't Follow Search Criteria option is selected the database will appear in the order that the records were originally entered.

Modify



Figure 10-74. The Modify pull-down menu.

The Modify pull-down menu (Figure 10-74) is used to Edit, Add and Remove records from the Code Support databases.

To open the Modify pull-down menu press <M> or use the left and right arrow keys to highlight Modify and press <Enter>.

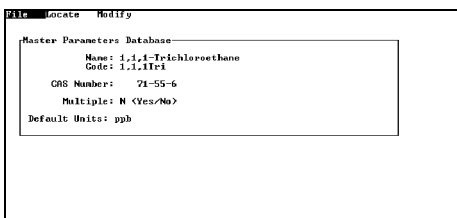


Figure 10-75. The Master Parameters List screen shows one record from the ALL_PMTR.DBF file at a time and is a Flat Code Support Screen.

Sample Date	Sample Time	Duplicate Code	Sampling Scheme	Qualifier
01/01/71		N	M	
02/01/71		N	M	
03/01/71		N	M	
04/01/71		N	M	
05/01/71		N	M	
06/01/71		N	M	
07/01/71		N	M	
08/01/71		N	M	
09/01/71		N	M	
10/01/71		N	M	
11/01/71		N	M	
12/01/71		N	M	

Figure 10-76. The Sampling Events Database lists all SAMPLING.DBF records associated with a Facility in a tabular browse.

Modify | Edit

Modify | Edit for Flat Code Support Screens

A *Flat Code Support Screen* (Figure 10-75) is one that shows only one record at a time. The following Code Support Screens are Flat Code Support Screens:

Facility Information
Master Parameters List
Well Casing Types
Well Log Codes
Units Codes Support
EPA Method Codes

The Modify | Edit for a Flat Code Support Screens allows you to make changes to the currently viewed record. To make changes to the record you are currently viewing press <F2> or

- a. Press <M> to pull down the Modify menu.
- b. Use the up and down arrow keys to highlight the Edit option and press <Enter>.

The cursor becomes active. Use the up and down arrow keys to navigate between entries. Press <Page Down> to save your changes or press <Esc> to abort your changes.

See Table 3-3 for additional navigation, editing, toggle and exit keys.

Modify | Edit for Relational Screens

A *Relational Screen* (Figure 10-76) is one that shows multiple records at a time. The following Code Support screens are Relational Screens:

Wells Database
Parameters Database
Sampling Events Database

The Relational Screens show multiple records in a tabular browse window. Modify | Edit in Relation Screens activates the editing features for the browse table. These include commands to add and delete records (or rows). For this reason the Modify menu for Relational Screens do not include the Modify | Add and Modify | Remove options.

Key	Action
<↑>	Move to the previous record (row).
<↓>	Move to the next record (row).
< >	Move to the field to the right.
< <	Move to the field to the left.
<Page Up>	Move one page up.
<Page Down>	Move down one page.
<Enter>	Toggle editing on and off.
<Insert>	Add a new record (row).
<Delete>	Delete the current record (row). The following prompt appears on your screen: Delete this record? (Y/N) Press <Y> <Enter> to delete this record. Press <N> <Enter> to abort the delete.
<Esc>	Exits View mode.

	<p><u>M</u>odify <u>A</u>dd (<i>Flat Code Support Screen</i>)</p> <p>The <u>A</u>dd option of the <u>M</u>odify menu is used to add one or more records to a Code Support Database. To add records to a Flat Code Support Screen:</p> <p>Press <F9> or</p> <ol style="list-style-type: none"> Press <M> to pull down the <u>M</u>odify menu. Use the up and down arrow keys to highlight the Add option and press <Enter>. <p>A blank code support screen form appears on your screen. Use the up and down arrow keys to navigate between entries. See Table 3-3 for additional Navigation and Editing keys. When you have completed the form press <Page Down> to save your entries. A blank form appears. If you do not wish to add any more records press <Esc>. The last record you entered will appear on the screen.</p>
	<p><u>M</u>odify <u>R</u>emove (<i>Flat Code Support Screen</i>)</p> <p>The <u>R</u>emove option of the <u>M</u>odify menu is used to delete the currently displayed record in a Flat Code Support Screen. To delete the currently viewed record:</p> <ol style="list-style-type: none"> Press <M> to pull down the <u>M</u>odify menu. Use the up and down arrow keys to highlight the <u>R</u>emove option and press <Enter>. The following prompt appears at the bottom of your screen: <p>Delete This Record? (Y/N)</p> <p>Press <Y> <Enter> to delete the currently viewed record. Press <N> <Enter> to abort the delete and keep the currently viewed record.</p>

Table 10-6. Standard pull-down menu and menu items for Code Support Screens.

10.8.2 FACILITY INFORMATION

The Facility Information option of the Codes Support screen menu allows you to add,

edit and delete facility information. The Facility Information screen is identical in function to the EDIT FACILITY MENU in the **GRITS Database** module. See Table 3-2 for descriptions of the entries on the Facility Information screen. Follow the instructions in Table 10-6 to add and edit information.

File	Locate	Modify
FACILITY DATABASE		
Facility ID: TN0000000002		
Facility Name: XYZ Landfill		
Address: NW Corner of Cline and Route 30		
City: Estill Springs		State: TN Zip: 37339
Phone: (615)455-9999		
Contact: John Doe		
Section: 15	Latitude: 35 14'27	
Township: 3E	Longitude: 86 2' 37	
Range: 7W	Geological Method:	

Figure 10-77. The Facility Information Code Support screen.

If the Facility ID entry for an existing Facility record is modified during a **Modify | Edit** session the message box shown in Figure 10-78 appears. Since the Facility ID or FCID has changed all Wells, Sampling Events and Parameters should be stamped with the updated Facility ID.

Use the left and right arrow keys to highlight the **Update** option and press **<Enter>**. **GRITS SAGE** will update the Facility ID for all existing wells, sampling dates, parameters and ground water observations. This is functionally equivalent to executing the Facility File FCID Change and the Related Files FCID Change options of the FCID CHANGE MENU in the **GRITS Database Module** (see Section 3.4.1.2). Depending upon the number of wells, parameters, sampling dates and ground water observations the **Update** option may take a few minutes.

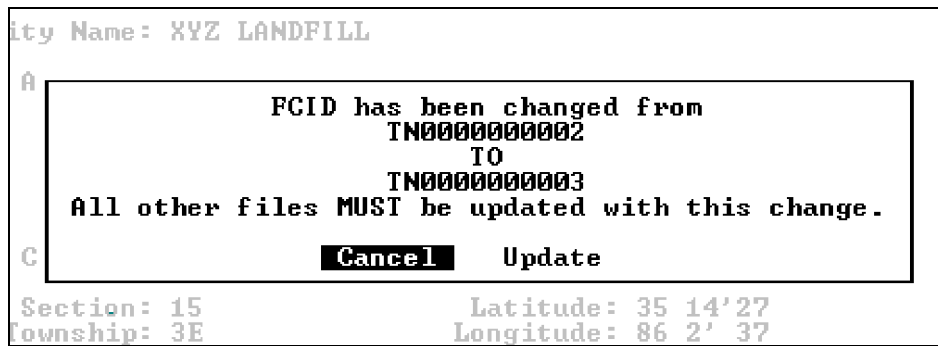


Figure 10-78. Message box that appears after the Facility ID has been changed in a Modify | Edit session.

If you do not want to change the Facility ID entry use the left and right arrow keys to highlight the **Cancel** option and press <Enter>. The original Facility ID will be restored.

10.8.3 WELLS DATABASE

The Wells Database option of the Codes Support screen menu allows you to add, edit and delete well information. The Wells Database screen is identical in function to the **EDIT WELLS MENU** in the **GRITS Database** module. Unlike the **ADD A WELL** and **CHANGE A WELL** dialogs in **GRITS Database**, the Wells Database (Figure 10-79) screen shows all wells at a given Facility in a tabular browse. The Facility that the wells are attached to is displayed at the top of the Well Database screen. If there are multiple facilities saved in the currently selected **GRITS/STAT** database files the Locate | Next and Locate | Previous menu options switch to the well lists for the next and previous facility. Press <F2> or use the Edit option of the Modify menu to activate View mode and edit and navigate the currently displayed well list (See Table 10-6 for more detailed instructions). See Table 3-4 for descriptions of the columns in the Well Database Screen. Press <Esc> to exit View mode.

File Locate Modify						
FACILITY						
Facility: XYZ Landfill				FCID: TN0000000002		
WELLS						
Well ID	Datum	Depth	Top Casing Elevation	Top Screen Elevation	Bottom Screen Elevation	
BW-1	NAUD	16.5 FEET	45.96'	35.52'	26.52'	
BW-2	NAUD	11.5 FEET	42.43'	33.53'	28.53'	
DW-1	NAUD	11.3 FEET	40.25'	36.25'	28.00'	

Figure 10-79. The Wells Database Screen.

If the Well ID for an existing well is changed the message box shown in Figure 10-80 appears on your screen. Since the Well ID has changed, all existing ground water observations must be re-stamped with the updated Well ID.

Well ID	Top Casing	Top Screen	Bottom
BW-1			
BW-2			
MW-1			

Well ID has been changed from
DW-1
TO
MW-1

Existing groundwater observations MUST be updated with
this change.

Cancel **Update**

Figure 10-80. Message box that appears after editing the Well ID. In this case Well: DW-1 has been changed to Well: MW-1. Executing the Update option will change the Well ID stamp all existing ground water observations from Well: DW-1 to Well: MW-1.

Use the left and right arrow keys to highlight the Update option and press <Enter>. This is functionally equivalent to executing the Well File Change and GW DATA File Change options of the WELL CHANGE MENU in the **GRITS Database** module (see section 3.4.2.2).

If you do not wish to change the existing Well ID use the left and right arrow keys to highlight the Cancel option and press <Enter>. The original Well ID will be restored.

10.8.4 PARAMETERS DATABASE

The Parameters Database (Figure 10-81) option of the Code Support Screens Menu allows you to add, edit or delete Parameters. The Parameters Database Screen is functionally equivalent to the EDIT PARAMETERS MENU in the **GRITS Database** module. The Parameters Database screen shows all Parameters monitored at a given facility in a tabular browse. If there are multiple facilities in the currently selected data directory <F3> or the Locate | Previous option switches to the list of parameters monitored at the previous facility. The <F4> key or the Locate | Next option switches to the list of monitored parameters for the next facility. Press <F2> or use the Modify | Edit option to activate View mode. In View mode you may navigate, edit, add parameters to and remove parameters from the tabular browse. See Table 3-5 for descriptions of the columns in the Parameters Database tabular browse. See Table 10-6 for more detailed instructions on the menu options.

File Locate Modify				
FACILITY				
Facility: XYZ Landfill			FCID: TN0000000002	
PARAMETERS				
Parameter	Replicate Code	Units	Detection Limit	ACL
Acetone		ppb	10.00	10.00
Benzene		ppb	5.00	10.00
CCl4		ppb	5.00	10.00
Cu		ppb	10.00	10.00

Figure 10-81. The Parameters Database Code Support Screen.

If an existing Parameter or Replicate Code is changed the message box shown in Figure 10-82 appears on your screen. Since a Parameter in the Facility Parameter List has changed, the Parameter Code stamped on existing ground water observations must be updated. Use the left and right arrow keys to highlight the Update option and press <Enter>. This is functionally equivalent to executing the Parameter File Change and the GW DATA File Change options of the PARAMETER CHANGE MENU in the **GRITS Database** module.

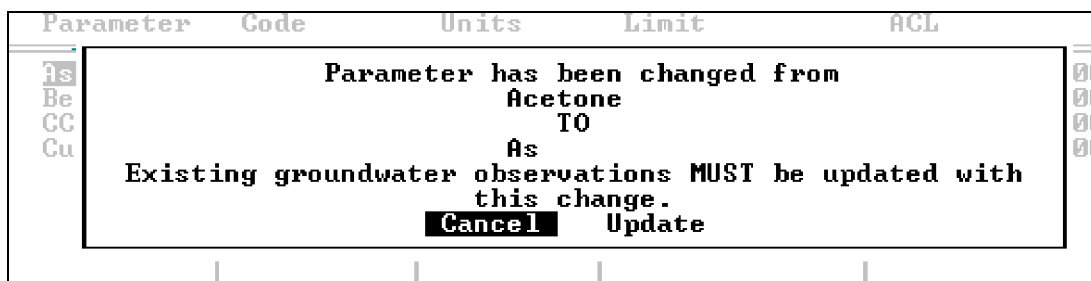


Figure 10-82. The message box that appears when Parameter or Replicate Codes are changed for an existing entry in a Facility Parameter List. In this case executing the Update option will re-stamp all Acetone observations from this Facility as Arsenic observations.

If you do not want to change the existing Parameter use the left and right arrow keys to highlight Cancel and press <Enter>. The original Parameter code will be restored.

10.8.5 SAMPLING EVENTS DATABASE

The Sampling Events Database (Figure 10-83) option of the Code Support Screens Menu allows you to add, edit or delete Sampling Dates. The Sampling Events Database screen is functionally equivalent to the EDIT SAMP DATES menu in the GRITS Database module. The Sampling Events Database shows all Sample Dates recorded at a given Facility in a tabular browse. The Facility that the Sample Dates belong to appear at the top of the screen. If there are multiple facilities in the currently selected database <F3> or the Locate | Previous option switches to the list of sample dates for the previous facility. The <F4> key or the Locate | Next option switches to the list of sample dates for the next facility. Press <F2> or use the Modify | Edit option to activate View mode. In View mode you can navigate, edit entries, add sample dates to and remove sample dates from the tabular browse screen. Press <Esc> to exit View mode. See Table 3-6 for descriptions of the columns of the Sampling Events Database tabular browse. See Table 10-6 for more detailed instructions on the menu options.